

**TENNESSEE BOARD OF LICENSED PROFESSIONAL COUNSELORS,
MARITAL & FAMILY THERAPISTS, AND
CLINICAL PASTORAL THERAPISTS MINUTES**

DATE: November 21, 2008

TIME: 9:00 A.M.

LOCATION: Health Related Boards Conference Center
Iris Room, 227 French Landing
Nashville, TN 37243

BOARD MEMBERS

PRESENT: Susan Hammonds-White, LPC, President
Randall Phillips, LPC, LMFT, Vice President
Reverend Frank S. Gordon, Citizen, Secretary
Janet E. Scott, LPC

STAFF PRESENT: Sherry Owens, Board Administrator
Elizabeth Miller, Health Related Boards Director
Barbara Maxwell, Administrative Director
Chris Larkin, Advisory Attorney

Dr. Hammonds-White called the meeting to order at 9:10 a.m. All Board members were present.

Minutes

Upon review of the August 15, 2008, Board meeting minutes, Dr. Scott made a motion, seconded by Reverend Gordon, to approve the minutes as written. The motion carried.

Conflict of Interest

Mr. Larkin discussed the new Conflict of Interest Policy Statement. All members were asked to sign the form. Mr. Larkin asked all Board members to disclose any potential conflict of interest to determine if a conflict exists and whether or not the member should leave the hearing room during the proceedings.

Agreed Order for Brian Irwin

Mr. Larkin presented an Agreed Order to the Board for Brian Irwin who practiced without a license. The Agreed Order stated that Mr. Irwin must pay within thirty (30) days a \$1,000.00 civil penalty and \$500.00 in costs of action. Mr. Irwin also will have to meet the requirements to be licensed in the State of Tennessee as a Licensed Professional Counselor.

Upon discussion, Rev. Gordon made a motion, seconded by Dr. Phillips, to accept the order as written. The motion carried.

Office of General Counsel Report

Mr. Larkin stated the amendment to Rule 0450-1-.12, continuing education, has been approved and is being sent to the Secretary of State's office. This rule will become effective in February 2009.

Mr. Larkin said the Board has four disciplinary cases in the Office of General Counsel.

Investigative Report

Ms. Stone reviewed the Investigative Report with the Board stating there are twelve open cases for LPC's, five open cases for LMFT's, and there are two open cases for CPT's.

Disciplinary Report

Ms. Stone said that she is monitoring one practitioner at this time.

Financial Report

The report showed a projected cumulative carryover of \$315,630.36 as of June 30, 2008. A portion of the surplus was transferred to the state general fund. The adjusted cumulative carryover is \$39,412.18.

The Board determined that a reduction in fees at this time was not appropriate.

Administrative Report

Twenty-six LPC's, eleven LMFT's and no LPT's were licensed since the last meeting. There are 949 Licensed Professional Counselors with Mental Health Service Provider Endorsement.

HRB is conducting a five percent audit of the Boards monthly renewals.

Policies

Ms. Owens asked the Board what type of penalties to levy on licensees working on a lapsed license. Dr. Phillips made a motion, seconded by Reverend Gordon, to review matters of licensees working on a lapsed license on a case by case basis.

Ms. Owens asked the Board what type of penalties to levy on licensees who are deficient in continuing education hours. Dr. Phillips made a motion, seconded by Reverend Gordon, to send the licensees a letter giving them thirty days to make up the deficient

hours. If they do not make up the hours within the thirty days, they will be assessed a \$200 civil penalty, which is considered formal discipline. The licensee will be asked to sign an Agreed Citation, and the discipline shall be reported on the Department's website. Dr. Janet Scott voted no. The motion carried.

Reference Letters

Ms. Owens said she has received several inquiries asking if the reference letters submitted with the application can be from a professional not in the mental health field. Dr. Hammonds-White asked if there is anything in the rules that states who is considered a professional. Ms. Owens said in the past she has accepted letters from LPC's, Psychologists, LMFT's, Psychiatrists and LCSW's.

Dr. Phillips made a motion, seconded by Dr. Scott to interpret the rules to mean that that recommendation letters must come from licensed mental health professionals. The motion carried.

Mr. Larkin stated he will prepare a policy statement and prepare a rule amendment.

Jurisprudence Exam and CPT Oral Exam

Ms. Linda Oxford withdrew from the committee reviewing the jurisprudence exam questions for the Marital and Family Therapist. Dr. Phillips said Dr. Edward Gray will be taking Ms. Oxford's place on the committee.

Dr. Phillips stated that the questions for the Clinical Pastoral Therapist oral exam are the same as the Marital and Family Therapist oral exam and need to be addressed at the next Board meeting.

Web Cam Supervision

The Board office has received phone calls and correspondence regarding web cam supervision. Upon discussion of web cam supervision, Dr. Phillips made a motion, seconded by Dr. Scott, to accept webcam supervision on a case by case basis. The motion carried.

Criminal Background Checks

Applicants are required to submit criminal background checks with their application. The Board considered putting a limit on the number of years the Board will consider criminal charges.

Dr. Scott made a motion, seconded by Reverend Gordon, requiring applicants with a sex related conviction or a felony conviction to appear before the Board. Any other convictions over ten years old are to be noted in the file but the applicant will not be required to come before the Board.

Application Approval Procedure

Under Rule 0450-1-.07 (3), the Board discussed delegating initial review of the applications to the board administrator, to be approved by the Board at the next scheduled board meeting. Dr. Phillips made a motion, seconded by Dr. Scott, to have Ms. Owens initially approve applications for the Board, issue temporary authorizations, and bring the files to the meetings for board approval. The motion carried.

Review/Ratify Oral Examination Results

Upon review Dr. Scott made a motion, seconded by Dr. Phillips, to ratify the following candidates who passed the oral examination and are ready for licensure as Marital and Family Therapists and Clinical Pastoral Therapists:

LMFT

Marita Earle
Nicole Burgess
Janina Tiner
Anna Wade
Barbara Rimer
Joel Bain
Kerry Curtis
Josephine Oakley (supervision must be kept for one (1) year)

CPT

Brian Hooper

The Board reviewed Josephine Oakley's exam scores and asked her to remain under supervision for one (1) year as a condition of licensure. Dr. Phillips made a motion, seconded by Rev. Gordon, to have Josephine Oakley remain under supervision for one (1) year due to concerns in the results of her oral exam.

The motion carried.

Review/Ratify Newly Licensed, Reinstated and Temporary Permits for Licensed Professional Counselors, Licensed Marital and Family Therapist

Upon review Dr. Scott made a motion, seconded by Dr. Phillips, to ratify the following newly licensed, reinstated and temporary licensed for LPC's and LMFT's:

LPC

Allison Bradshaw
Brandon Brown

MFT

Molly Akin
Amy Alexander

MFT Temp

Dianne Bradley
Laura Horton

Billy Brown
James Brown
Celia Burton
Jodi Clarke
Shatonya Crayton
Karen Cunningham
John Deloache
Daniel Edwards
William Egner
William Finnell
Susan Fuhr
Ira Helderman
Tammy Hines
Antonia Hudson
Cathy Jordan
Paul Mulroy
Lauren Myers
Dezerae Nash-Spacek
Raymond Pate Sr
Robert Rambo
Edna Robinson
Joy Samuels
Jan Sellers
Ruby Taylor
Angela Trapp

Joel Bain
Nancy Barr
Nicole Burgess
Kerry Curtis
Marita Earle
Jan Harvey
John Kennedy
Deborah Martin
Brian Miller
Clifford Reeves
Barbara Rimer
Robin Scott-Charbonneau
Tamara Tarver
Amanda Terry
Janina Tiner
Anna Wade

Rachel McCauley
Annemarie Sears
Gary Waters
Crystal Whittaker
Lindsay Wilkinson

LPC Temporary

Floyd Cole
Valarie Harris
Joseph Hart
Heather Hendrickson
Kristi Marshall
Tim Stambaugh
Stanley Vespie
Debra Wilson

The motion carried.

Review Board Correspondence

The Board reviewed a letter from Johnnie Welch regarding COAMFTE accredited schools. The Board has asked Ms. Owens to verify if the COAMFTE accreditation is recognized by the United States Department of Education and to table this inquiry until the February 20, 2009 Board meeting.

Review Applicant Files

Upon review of the application for **Darlana Hopton Anderson, LPC**, Dr. Scott made a motion, seconded by Reverend. Gordon, to approve Ms. Anderson for licensure. The motion carried.

Upon review of the application for **Ruth Cohen, LPC**, Dr. Scott made a motion, seconded by Reverend. Gordon, to approve Ms. Cohen for licensure. The motion carried.

Upon review of the application for **Shelley Sexton, LPC**, Dr. Scott made a motion, seconded by Reverend. Gordon, to approve Ms. Sexton for licensure. The motion carried.

Upon review of the application for **JoEllyn Webster, LPC**, Dr. Scott made a motion, seconded by Reverend. Gordon, to approve Ms. Webster for licensure. The motion carried.

With no other Board business to conduct, Dr. Phillips made a motion seconded by Dr. Scott to adjourn. The motion carried. The Board adjourned at 11:30 a.m.

Ratified by the Board of Licensed Professional Counselors, Licensed Marital and Family Therapist and Licensed Pastoral Therapist on February 20, 2009